



**Town of Moultonborough
Office of Development Services**

**6 Holland Street – PO Box 139
Moultonborough, NH 03254
(603) 476-2347**

September 16, 2016

Edward A. & Pamela K. Ambrose
124 Caverly Road
Moultonborough, NH 03254

Re: Application for a Major Three Lot Subdivision on Tax Map 114, Lot 33.1, Red Hill Road

Dear Mr. & Mrs. Ambrose:

This letter is formal notification that at their regular meeting held on September 14, 2016, the Moultonborough Planning Board voted to deny acceptance of your application as complete as submitted to the Board for your property located on Red Hill Road, Tax Map 114-Lot 33.1. The application for submission was determined incomplete for the following reasons:

1. Status of the access way: The applicant / agent has not provided any engineering regarding the proposed roadway. The roadway needs to be designed and constructed to Town standards or, if private, to a suitable standard that is capable of handling Town emergency vehicles. The application provides no information regarding the status of the roadway, drainage, stormwater management, erosion and sedimentation control et cetera. As a bare minimum, refer to BOS Statement of Policy # 2 Recommended Minimums for Private Roads.
2. ROW or Road: The plan refers to the traveled way as a "Right of Way" whereas a street or road (either public or private) is required to provide access to Lot 33.2. There appears to be no legal frontage for proposed Lot 33.2 (aka Lot 4) on the plan. The plan shows the existing right of way as providing the required frontage. See **RSA 674:41 Erection of Buildings on Streets; Appeals**. Access to a new building lot shall be provided by a street or a road, public or private. In addition, according to the NFPA standards, the Town's Fire Chief shall inspect the road for its suitability for emergency vehicles. The Town's Fire

Chief cannot provide a comment on the condition of the proposed street or road since no engineering information was provided.

3. Wetlands delineation: The wetlands report was prepared ten (10) years ago. Conditions of wetlands change over time as do standards. A new wetlands delineation study should be prepared so that setbacks can be identified. In addition, the Con Com requested this.
4. Conditional Use permit (CUP): It appears the applicant / agent will need to submit a CUP.
5. Setbacks from wetlands: Not shown for lot 33.1.
6. Plan information: Plan states "18 June 2014 while the Revision block includes a revision # 3 dated 08/03/2016.
7. Location of driveways: Not shown.

In February 2016, the TRC reviewed the proposed plan and the Town Planner at the time shared the information that was required with your agent. Your agent failed to provide the information requested at that time.

If you have any questions or comments in this matter, please contact Gerald Coogan, Interim Town Planner in the Office of Development Services at 476-2347 or at 748 – 5580. Mr. Coogan is available to meet with you and your agent to review the issues mentioned above.

Yours truly,



Scott R. Bartlett
Chairman
Moultonborough Planning Board

cc: Loralie Gerard, LLS
Map Lot Document file
Walter P. Johnson, Town Administrator
Atty. Matthew Serge
Moultonborough Planning Board